

**Resolution establishing a Fire and Smoke Damper Inspection Program
(Public Facilities Management)**

WHEREAS, the Board of County Commissioners is interested in providing inspections for Heating, Ventilation, and Air Conditioning ("HVAC") fire and smoke dampers located within County owned buildings; and

WHEREAS, fire and smoke dampers are fire prevention products used in HVAC ducts to prevent the spread of fire and smoke inside HVAC ducts through walls and floors; and

WHEREAS, the Board desires to establish a Fire and Smoke Damper Inspection Program for County owned buildings operated by the Department of Public Facilities Management (PFM) in order to protect the health and welfare of County workers, visitors and safety forces in County owned buildings; and

WHEREAS, providing these inspections will help ensure that the County is in compliance with the most up-to-date National Fire Protection Association regulations; now, therefore

BE IT RESOLVED BY THE BOARD OF COMMISSIONERS, FRANKLIN COUNTY, OHIO;

1. That a Fire and Smoke Damper Inspection Program is established for buildings owned by Franklin County and operated by PFM, for the purpose of ensuring that fire and smoke dampers are in working order to prevent the spread of fire and smoke inside walls and floors.
2. That the following definitions shall be used for the Fire and Smoke Damper Inspection Program:
 - a. Fire Damper: A listed device installed in ducts and air transfer openings designed to close automatically upon detection of heat and resist the passage of flame. Fire dampers are classified for use in either static systems that will automatically shut down in the event of a fire, or in dynamic systems that continue to operate during a fire. A dynamic fire damper is tested and rated for closure under elevated temperature airflow.

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- b. Smoke Damper: A listed device installed in ducts and air transfer openings designed to resist the passage of smoke. The device is installed to operate automatically, controlled by a smoke detection system, and where required, is capable of being positioned from a fire command center.
- 3. That the fire and smoke damper unit testing and inspections shall be conducted in accordance with National Fire Protection Association standards. The testing and inspections shall be conducted by technicians or contractors who have been certified by the International Certification Board and American National Standards Institute to ensure the quality and knowledge of the inspection process.
- 4. That fire and smoke damper units in the most populated and utilized County owned buildings operated by PFM shall be tested and inspected, within eighteen months of the effective date of this Resolution. If any fire and smoke damper unit is found to be faulty or inoperable, repairs or replacements shall begin as soon as possible, with the goal of completing such repairs within sixty (60) business days from the date the unit was found to be faulty or inoperable. The repairs or replacements of the fire and smoke damper units shall be completed and approved by technicians or contractors who are certified by the International Certification Board and American National Standards Institute. Compliance with the inspections, and compliance with the repairs or replacements, shall be monitored by PFM.
- 5. That PFM shall provide a status update to the County Administrator within nine (9) months of the effective date of this Resolution, identifying the buildings already inspected or to be inspected, the approximate number of fire and smoke dampers in each building to be inspected, and the proposed timeline for inspections to ensure compliance with this Resolution.

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6. That all testing and inspections shall be documented indicating the location of each fire and smoke damper, date of the inspection, name of the inspector, deficiencies discovered, and any repairs or replacements completed. The results of the testing and inspections shall be given by the technicians or contractors to PFM within thirty (30) days of the completion of each building tested and inspected. PFM shall retain these testing and inspection reports until the next testing and inspection is completed.
7. That upon eighteen months following the effective date of this Resolution, PFM shall report to the Board of Commissioners, outlining the number of fire and smoke dampers tested pursuant to this Resolution, the number of such dampers that needed repaired or replaced and status of such repairs and/or replacement. PFM shall present a recommended timeline to complete inspections, if any, of the remaining fire and smoke dampers located in County owned buildings operated by PFM. In addition, PFM shall present a proposed timeline for the next scheduled testing and inspection of fire and smoke dampers, in order to maintain a regular testing schedule of fire and smoke dampers in County owned buildings operated by PFM, by appropriately qualified technicians or contractors as set forth in this Resolution, to ensure ongoing safety for County workers, visitors, and safety forces.

Submitted By: Kris Long